

(REVISED: 2/99)

Project I.D.: _____

For Official Use Only:

Staff: _____ BD: _____ DFO: _____ Actions: _____ SV: _____ Date Sent: _____
 Lead: _____ OV: _____ Date Received: _____
 PI: _____

INDIANA DEPARTMENT OF COMMERCE INFRASTRUCTURE APPLICATION

NOTE ON CONFIDENTIALITY OF INFORMATION:

To the extent feasible and permissible by law, the Indiana Department of Commerce (IDOC) will honor an applicant's request that confidential information submitted to the IDOC remain confidential. The IDOC will treat the information as confidential only if: (i) the information is in fact protected confidential information such as trade secrets or privileged or confidential commercial or financial information, (ii) the information is specifically marked and identified as confidential by the applicant, (iii) the information is segregated and placed in a separate appendix to the application, and (iv) no disclosure of the information is required by law or judicial order. If the application results in a grant or loan, the honoring of the confidentiality of identified data shall not limit the IDOC's right to disclose the details and results of the economic development project to the public.

I. UNIT OF LOCAL GOVERNMENT

1) Grantee: _____

Street Address: _____

City: _____ State: _____ Zip: _____

County: _____ Federal I.D. Number: _____

Phone: (_____-) _____ Fax: (_____-) _____

2) Chief Elected Official:

C.E.O. Title: _____

Name of Clerk Treasurer/Auditor/Controller: _____

3) Contact Person: _____

Contact Person's Title: _____

Phone: (_____-) _____ Fax: (_____-) _____

II. ECONOMIC DEVELOPMENT PROJECT INFORMATION**A. Company Information:**

1) Company: _____

Street Address: _____

City: _____ State: _____ Zip: _____

County: _____ Federal I.D. Number: _____

Phone: (_____-) _____ Fax: (_____-) _____

- 2) Company's Senior Officer: _____
Officer's Title: _____
- 3) Contact Person: _____
Contact Person's Title: _____
Phone: (_____- _____) Fax: (_____- _____)
- 4) Site Address if different from above:
Street Address: _____
City: _____ State: _____ Zip: _____
County: _____ Federal I.D. Number: _____
Phone: (_____- _____) Fax: (_____- _____)

- 1) Parent Company: _____
Street Address: _____
City: _____ State: _____ Zip: _____
Country: _____ Federal I.D. Number: _____
Phone: (_____- _____) Fax: (_____- _____)
- 2) Parent Company's Senior Official: _____
Official's Title: _____
- 3) List the current level of full-time employment of the parent company: _____

B. Other Company-Related Information:

- 1) List company's SIC Code. _____
- 2) List product(s) manufactured or service(s) provided by the company. _____

- 3) Is the company located in an urban enterprise zone? _____ Yes _____ No
- 4) Is the company 51% or more minority-owned? _____ Yes _____ No
- 5) Is the company woman-owned? _____ Yes _____ No
- 6) Is the company union? _____ Yes _____ No
- If Union, list union: _____

7) Is the company domestic or foreign owned (D/F)? _____

If Foreign owned, list country: _____

C. Brief Narrative History of the Company

Attach a brief narrative history of the company, including ownership, business operations, and product market. (Label as Attachment A)

D. Customer and Supplier Information:

1.) List major customers, locations and estimated annual gross sales to the customer:

a.) List last fiscal year's total annual gross sales figures. \$ _____

b.) List last fiscal year's total annual gross sales to Indiana customers. \$ _____

c.) List last fiscal year's total annual gross export sales. \$ _____

Major Customer(s)	Location (City/State)	Annual Gross Sales
		\$
		\$
		\$
		\$
		\$

(The above grid need not be completed by applicants with fewer than 50 employees.)

2.) List major material suppliers, their locations and estimated annual gross sales:

a.) List last fiscal year's total annual dollar purchases from suppliers. \$ _____

b.) List last fiscal year's total annual dollar purchases from Indiana companies. \$ _____

Major Supplier(s)	Location (City/State)	Annual Gross Purchases
		\$
		\$
		\$
		\$
		\$

(The above grid need not be completed by applicants with fewer than 50 employees.)

F. Capital Investment: (Attach additional sheets if necessary)

1) Give a brief description of the proposed capital investment.

2) List the total amount of proposed capital investment at the facility for the **next two years**:

	Lease *	Purchase	
Land	_____	_____	\$ _____
Building	_____	_____	\$ _____
Equipment	_____	_____	\$ _____
Total Capital Investment:			\$ _____

*Provide details of all lease agreements:

3) Capital investment time schedule: Start date: _____ Ending date: _____

4) Identify the source (s) of financing for the company's capital investment:

_____ Industrial Revenue Bonds _____ Small Business Administration Loan
 _____ Tax Increment Financing (TIF) _____ Internal Assets/Equity
 _____ Banks (specify): _____
 _____ Other (specify): _____

5) Will the company be applying for local tax abatement? _____ Yes _____ No _____ Already

If Yes, list terms (# of years): _____ Real _____ Personal Property

G) Employment Information: (Full-time Employment Only)

- 1) List the current level of employment for the affected Indiana site. _____
- 2) List the level of employment for the affected Indiana site one (1) year ago. _____
- 3) List total current annual payroll of the affected Indiana site. \$ _____
- 4) List the new or current employees job title (e.g., welder, machinist) and wage levels. Identify the job-skill level (skilled, semi-skilled, unskilled). Include only full-time permanent employees of the company. (Attach additional sheets if necessary.)

List the number of **net new** Indiana employees to be hired.

# FT Jobs	Job Title	Skill Level	Starting W/O Fringes	Wages With Fringes	Average W/O Fringes	Hourly Wage With Fringes
			\$	\$	\$	\$
			\$	\$	\$	\$
			\$	\$	\$	\$
			\$	\$	\$	\$
			\$	\$	\$	\$
			\$	\$	\$	\$
			\$	\$	\$	\$

_____ = Total Net New Hires

IV. INFRASTRUCTURE APPLICATION

1) What are the dates of the project's estimated timetable?

Award of Construction Contract	_____
Start of Construction	_____
Completion of Construction	_____

2) Will any of the following Federal, state, or local environmental permits and/or regulatory considerations be required for the infrastructure requested in this project?

Permits Needed:

Permit Application Status:

Air:	Yes _____	No _____	_____
Water:	Yes _____	No _____	_____
Sewer:	Yes _____	No _____	_____
Other: _____	Yes _____	No _____	_____

3) Identify all other sources and amount of funds available to match state grant funds in completing the project's infrastructure need(s).

Local Government: \$ _____

_____ Industrial Revenue Bonds (IRB)

_____ General Funds

_____ Tax Increment Financing (TIF)

_____ Local Option Income Tax(COIT/CAGIT)

_____ Local Economic Development Income Tax(CEDIT)

Other:

1.) _____ \$ _____

2.) _____ \$ _____

3.) _____ \$ _____

4.) _____ \$ _____

4) The following are **required attachments** that must accompany the application upon submission and be completed to the satisfaction of the IDOC.

a) A narrative describing in detail the proposed infrastructure improvement(s) (for example, 3,400 linear feet of 14" water line with necessary fittings) and how these improvements will directly affect the company benefiting from this project. Include the need(s) to be addressed by the proposed infrastructure improvement(s) and all activities to be under taken in addressing the need(s). Please quantify to the greatest extent possible. (Label as **Attachment B**)

b) An explanation of why other funding is inadequate to complete the proposed project.
(Label as **Attachment C**)

- c) A site map of the community identifying the project area, the site of the proposed facility and all necessary improvements. (Label as **Attachment D**)
- d) An engineer's estimate of the project's costs to include by line item, estimates for land acquisition, engineering fees and all construction costs. (Label as **Attachment E**)

NOTE TO THE APPLICANT -- INFRASTRUCTURE PROJECTS:

IDGF grant recipients are encouraged to execute a written agreement with the company incorporating terms such as those contained in the attached agreement, setting forth the obligations of the respective parties with respect to funding of the infrastructure project. This agreement should include requirements respective to private investment in real and personal property; permanent full-time job creation commitments, and wage-level commitment by the company. IDGF grant recipients are encouraged to incorporate local penalty provisions (i.e. repayment of public funding and/or forfeiture of local tax abatement awards) in such an agreement in the event the company fails to comply with commitments made to the grantee.

COMPANY DISCLOSURE:

Please answer the following and explain all yes responses on a separate page.

- | | | |
|--|----|--|
| <input type="checkbox"/> Yes <input type="checkbox"/> No | 1. | Is the company presently involved in any litigation which would have a material adverse effect on the company's and/or principals' financial condition? |
| <input type="checkbox"/> Yes <input type="checkbox"/> No | 2. | Has the company or its affiliates ever been involved in bankruptcy, creditor's rights, or receivership proceedings or sought protection from creditors? |
| <input type="checkbox"/> Yes <input type="checkbox"/> No | 3. | Has any member of the management or the company (Board of Directors, etc.), been convicted of any felony? |
| <input type="checkbox"/> Yes <input type="checkbox"/> No | 4. | Has the company or any member of the management been under indictment or investigation by a public agency for a violation of a state or federal statute? |

CERTIFICATION REGARDING THE WARN ACT:

The company certifies that it will comply with the Worker Adjustment and Retraining Notification (WARN) Act, Public Law 100-379 (29 U.S.C. 2010 et seq.), and the applicable regulations, 20 \CFR 639. The company further certifies that, during the five years following receipt of any grant or loan pursuant to this application and even if the company is not subject to the WARN act by virtue of its size (less than 100 employees), it will voluntarily provide notice 60 days in advance of plant closings or mass layoffs that will result in an employment loss for 50 percent or more of the employees at the employment site. Such notice will be provided to either affected workers or their representatives (e.g., a labor union), to the State dislocated worker unit and to the chief elected official of the unit of local government in which the employment site is located. General questions may be addressed to and notices may be filed with: State Dislocated Worker Unit, Indiana Department of Workforce Development, 10 North Senate Avenue, Indianapolis, Indiana 46204, (317) 232-7371.

COMPANY CERTIFICATION AND VERIFICATION:

I affirm, under the penalties for perjury, that the information contained herein is true and accurate to the best of my knowledge and belief.

COMPANY AUTHORIZATION:

Signature: _____ Date: _____

Name: _____ Title: _____
(typed) (CEO or highest authorized ranking site official)

INFRASTRUCTURE APPLICANT CERTIFICATION:

I affirm, under the penalties for perjury, that data in this application are true and correct and that the infrastructure described here in is both necessary and adequate for the company's project described herein. I further certify that this application has been duly authorized by the governing body of the applicant and the applicant will comply with all applicable laws of the state of Indiana.

APPLICANT AUTHORIZATION:

Signature: _____ Date: _____

Name: _____ Title: _____
(typed) (Mayor, County Commissioner, or Town Board President)

Grant I.D.: _____

In the event this application results in a fully executed grant or loan the Indiana Department of Commerce must have on file the following signatures before any state

Person 2:

Signature

Name Typed

Title Typed

I certify that the above signatures are of the individuals authorized to request payments. (The following signature may be that of Legal Counsel **OR** a Notary.)

Date _____

Attorney Number

Date _____

County of Residence

Commission Expiration Date: _____

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